WHO MAY APPLY: Current Students who are at least 16 years of age and enrolled, at least part-time, in an accredited educational institution. You must be pursuing a career in Fire Protection, Fire Science, Engineering or a related field and graduating no earlier than May 2016. You also must be proficient in using software applications including Acrobat, Word, and Excel and interested in learning and using web-based training software.

*Students admitted to the program must obtain and maintain a 2.0 grade point average on a 4.0 scale, be a U.S. Citizen and able to successfully complete a security investigation.

WHAT IS IT LIKE VOLUNTEERING?

Have you ever thought about how you can serve your country?

Well, the Office of the Secretary of Defense is looking for you!

Student Volunteers are wanted for experiential learning opportunities within the Facilities Services Directorate (FSD). The internship will provide a wide range of opportunities to learn fire protection functions with the Office of the Pentagon Fire Marshal.

Get a head start towards your future by exploring careers early. And see why a career in government could be a perfect fit for you.

This opportunity may be a chance to gain academic credit and a federal security clearance!

What are the job duties?

As a student volunteer, you will become familiar with the Department of Defense work environment and perform a variety of tasks related to supporting fire protection functions. Specifically, you will:

- Assist the Office of the Pentagon Fire Marshal to promote the mission to protect lives, property to WHS building tenants with the creation of technical brochures, training guides, web-based training courses, and other outreach materials
- Develop a web-based training program for fire protection features of the Pentagon and a fire evacuation course to be posted on the iCompass Learning Management System.

The world is always changing and jobs are too! Volunteering gives you exposure to new and emerging professions and careers.

When will I work?
This internship will start in May or June 2016. Student volunteers may work during the school year and/or during the summer. However, students must be able to serve a minimum of six (6) weeks.

**Where will I work?**
The Office of the Pentagon Fire Marshal is located at the Pentagon in Arlington, VA.

**Will I get paid?**
No, this position as a student volunteer is unpaid.

**What do I need to apply?**
You need a current resume that includes your expected graduation date. You also need a cover letter that identifies yourself as an applicant for the Volunteer Student Intern Program. Your cover letter must include your career interests and the timeframe you will be available to volunteer. Lastly, you must submit your unofficial transcripts clearly showing your grades/GPA.

Please send your application to whsvolunteers@mail.mil.

For more information about Volunteer Student Internship Program,
Please see www.whs.mil/careers/

**NOTE:** Students are not authorized job-related travel, eligible for monetary awards of any kind, eligible for mass transit benefits, able to use volunteer service for leave accrual or any other employee benefit, and students will not be used to fill jobs that would displace any employee, as required under the law in 5 CFR Part 308.103.

You will be required to complete a "Declaration of Federal Employment," (OF-306), prior to being appointed to determine your suitability for Federal employment and to authorize a background check.

This position is subject to the DoD Drug Free Workplace Program. If you decline to take the drug test, it will be considered a declination of the internship. You must test negative for the presence of illegal drugs before placement in the position. If a determination of the use of illegal drugs is confirmed in this position or other testing designated positions in DoD, non-selection or disciplinary action, up to and including removal from Federal service, may result. All tentative selectees for this position will be required to undergo a urinalysis test to screen for illegal drug use prior to appointment and periodically thereafter.